

FIG. 1

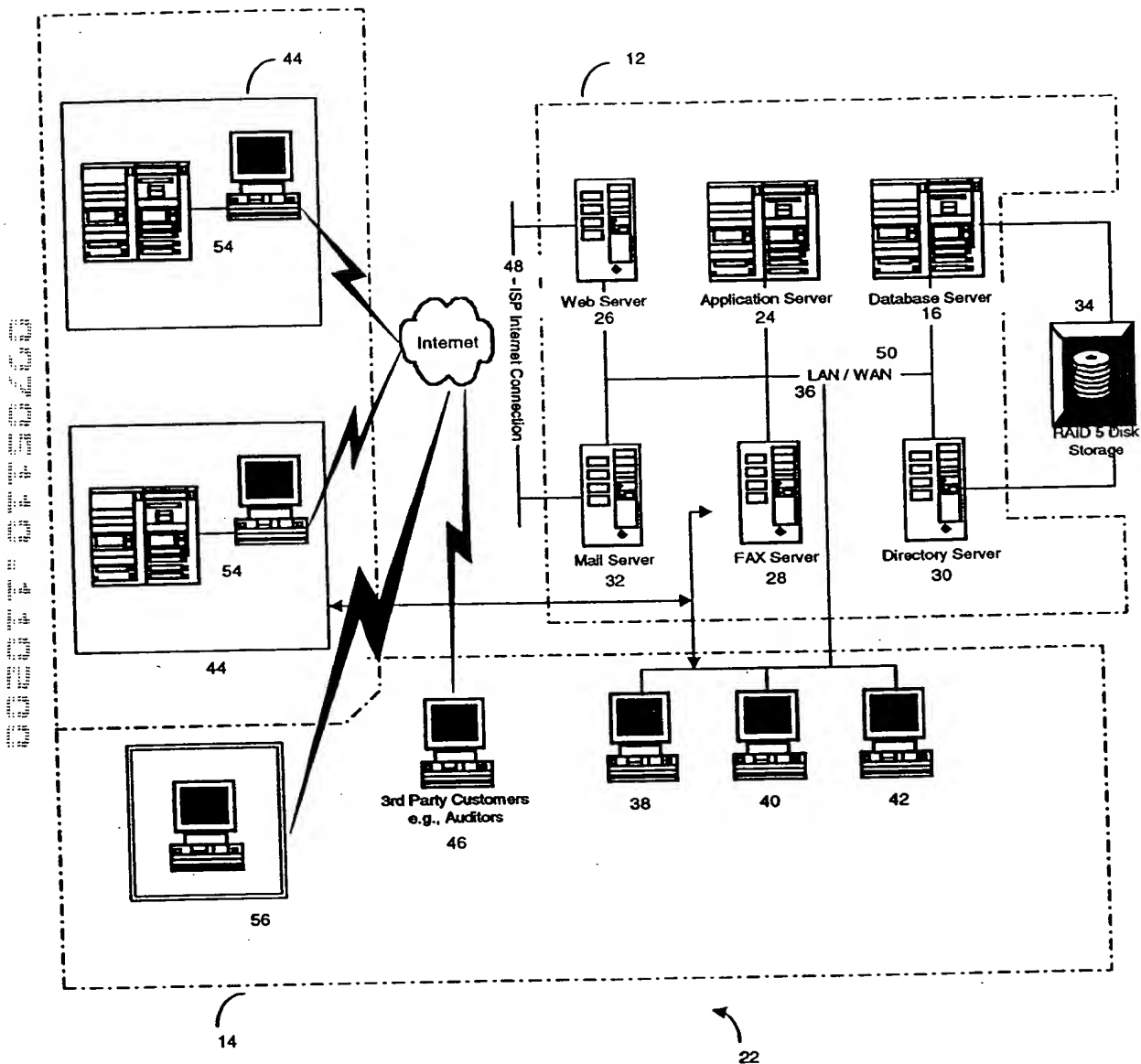
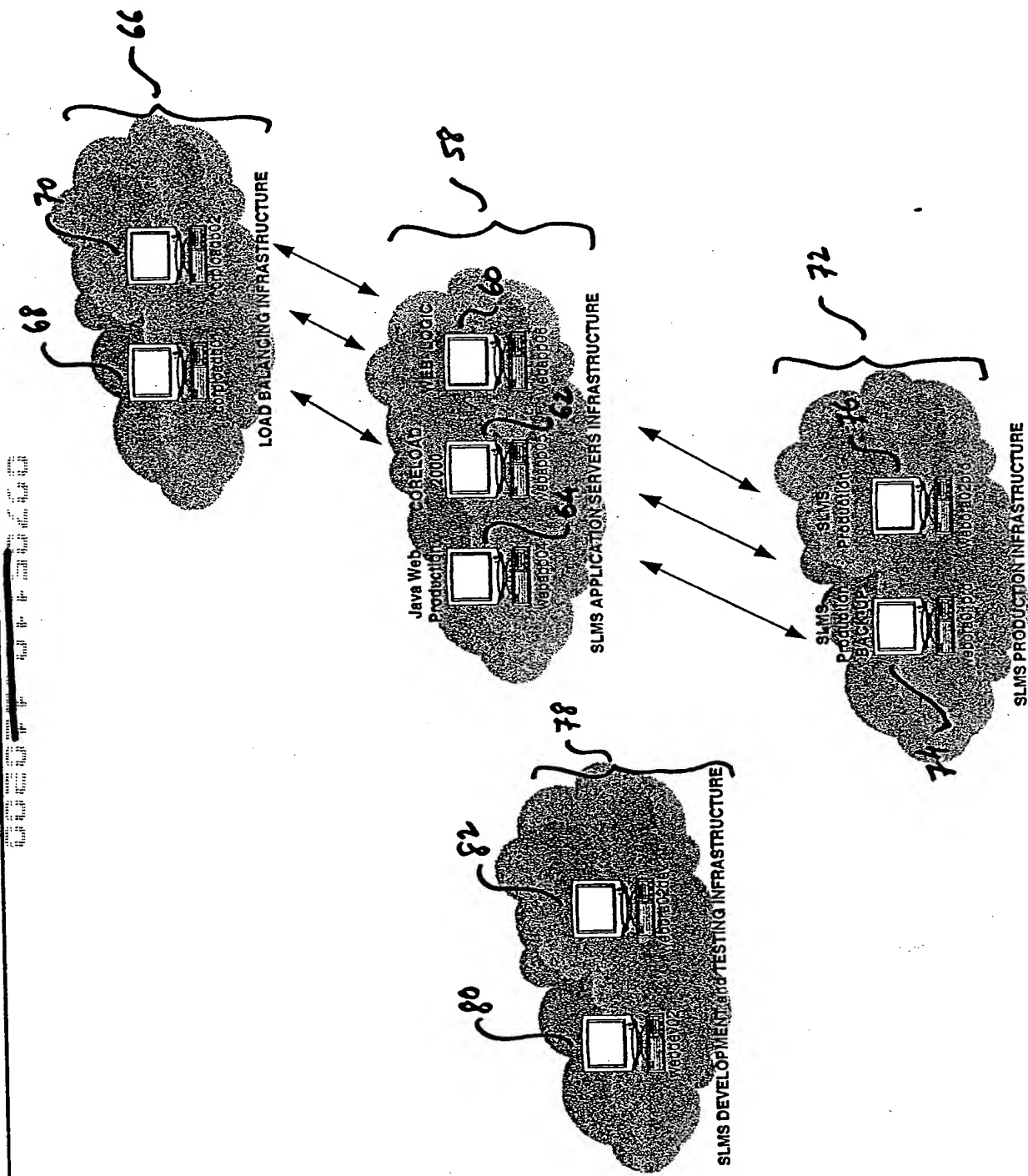


FIGURE 2

FIGURE 3



Details: Software License Management System Infrastructure	Description:		Page Title:	
	GE Capital Corporate SLMS Web Development Infrastructure		SLMS Corporate Web Development Infrastructure	
		Author:	Rebecca Staunton	GE Capital Corporate Technology
		Date Revised:	27 July, 2000 10:11 AM	Page:
				0 of 0

FIGURE 4

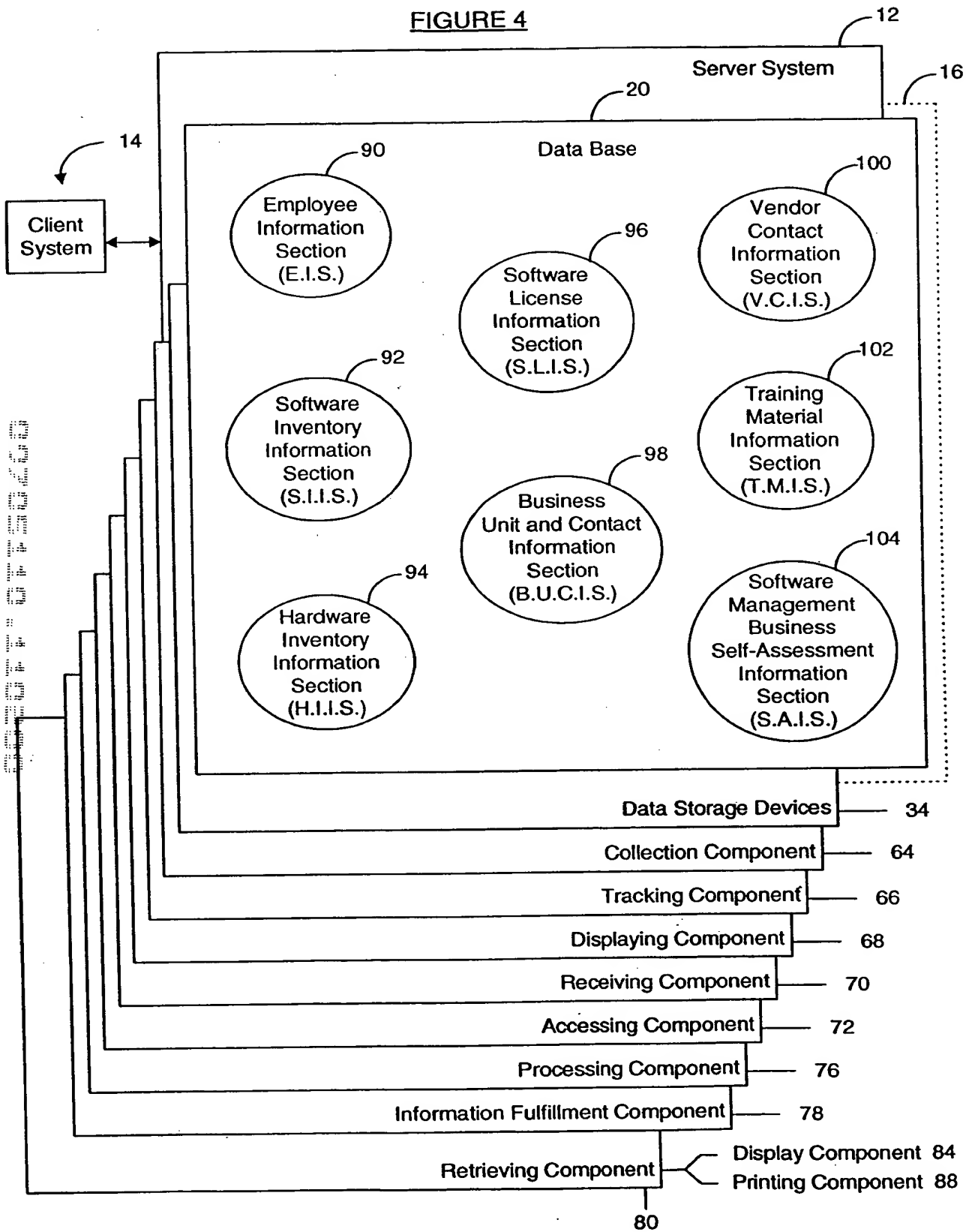


FIGURE 5

Employee Information Section

90

- Last Name 106
- First Name 108
- Middle Initial 110
- Status 112
- Building 114
- Room Code 116
- Work Phone Number 120
- User ID 124
- E-Mail Address 126
- FAX Number 130
- Manager's Name 134
- Department Name 136
- Department Code 140
- Payroll Number 144
- Social Security Number 146
- Pay Cycle 150
- Permanent Exempt 152
- Permanent Non-Exempt 154
- Temporary Exempt 156
- Temporary Non-Exempt 158
- Hourly Employee 160
- Contractor 162
- Variable Worker 164

Hardware Inventory Information Section

94

- Hardware Serial Number 204
- Hardware Assignment and Date 206
- Manufacturer Name 208
- Manufacturer Address 210
- Warranty Information 212
- Hardware Specifications 218
- Acquisition Date 220
- Desktop Unit 222
- Laptop Unit 226
- Lease Information 230
- Legal Ownership 236

Vendor Contact Information Section

100

- Vendor Name 298
- Vendor Business Address 300
- City 302
- State 304
- Zip Code 306
- Status Preferred 308
- Status Non-Preferred 310
- Quality Rating 312
- Customer Service Rating 314
- Contact Person 316
- Payment Terms 320
- Vendor Relationships 322

Software Licenses Information Section

96

- Software Title 240
- Serial Number 242
- Manufacturer 244
- Description 246
- License Date 250
- Restrictions / Limitations 252
- Employee Desktop Installation 254
- Contract Licensing Details 258
- Function Comments 260
- Valid License Details 264

Training Material Information Section

102

- General Materials 324
- Purchased Software 326
- Licensed Software 328
- Obtain Materials 330

Software Inventory Information Section

92

- Software Title 170
- Software Serial Number 174
- Software Manufacturer 178
- Software Description 180
- Software Acquisition Date 184
- Software Limitations 188
- Employee Desktop Installation 190
- Proof of Purchase 192
- Function Comments 196
- Legal Ownership 200

Business Unit and Contact Information Section

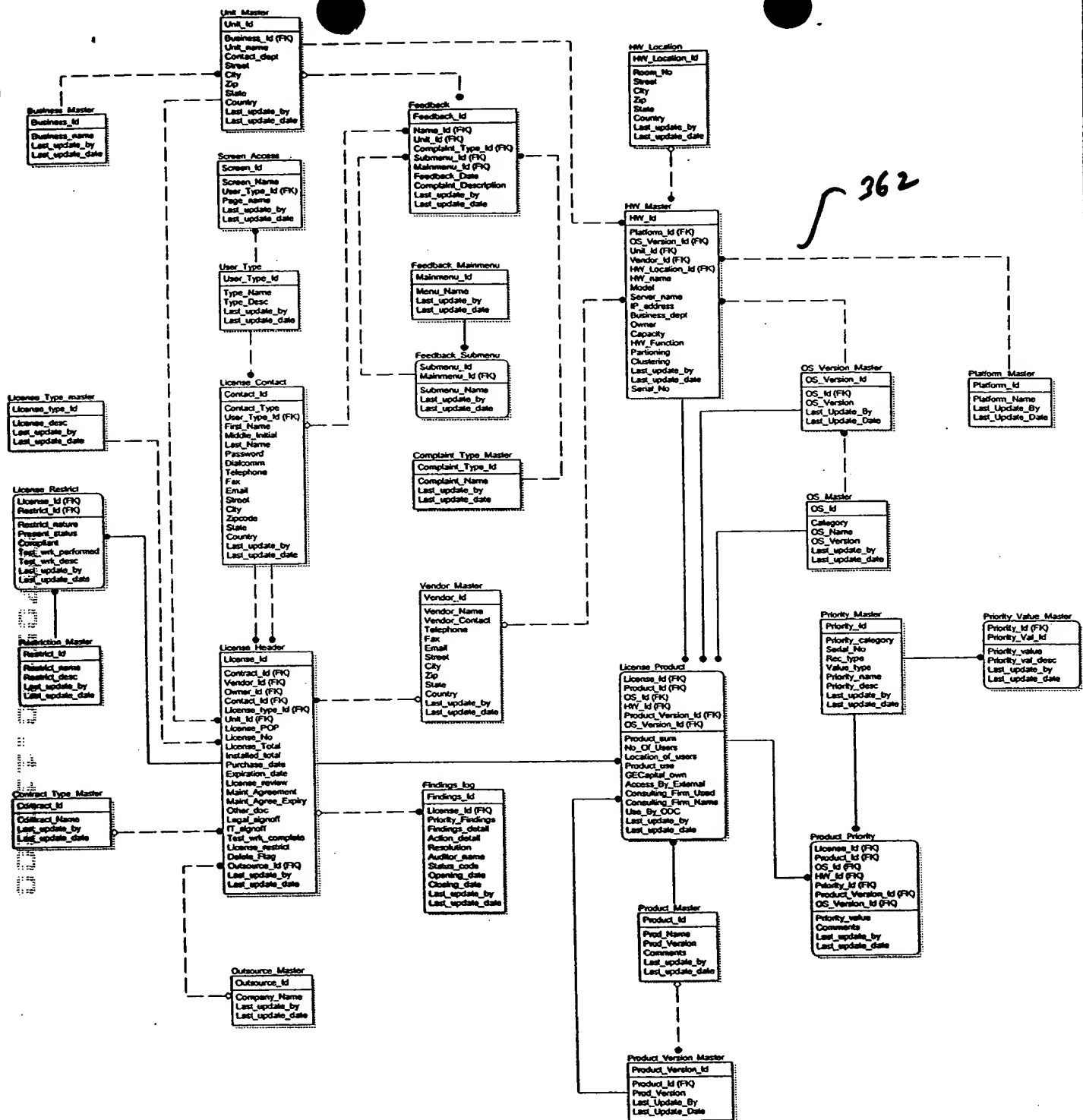
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- Department Title 270
- Manager Name 274
- Manager Social Security Number 276
- Manager Mail Stop Code 278
- Manager Phone Number 280
- Contact Person Name 282
- Phone Number 284
- Mail Code 286
- Address 288
- FAX Number 290
- Relevant Information 294

Software Management Business Self-Assessment Information Section

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- Self-Assessment Responses 332
- Set of Questions 334
- Audit Responses 336
- Self Assessment Comments 338
- Audit Committee Comments 340
- Business Unit Name 344
- Location 346
- Completed Self-Assessment 350
- Software Management Sigma Value 354
- Self-Assessment 356
- Independent Audit 358



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FIGURE-6

FIGURE 7

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Software Management Process

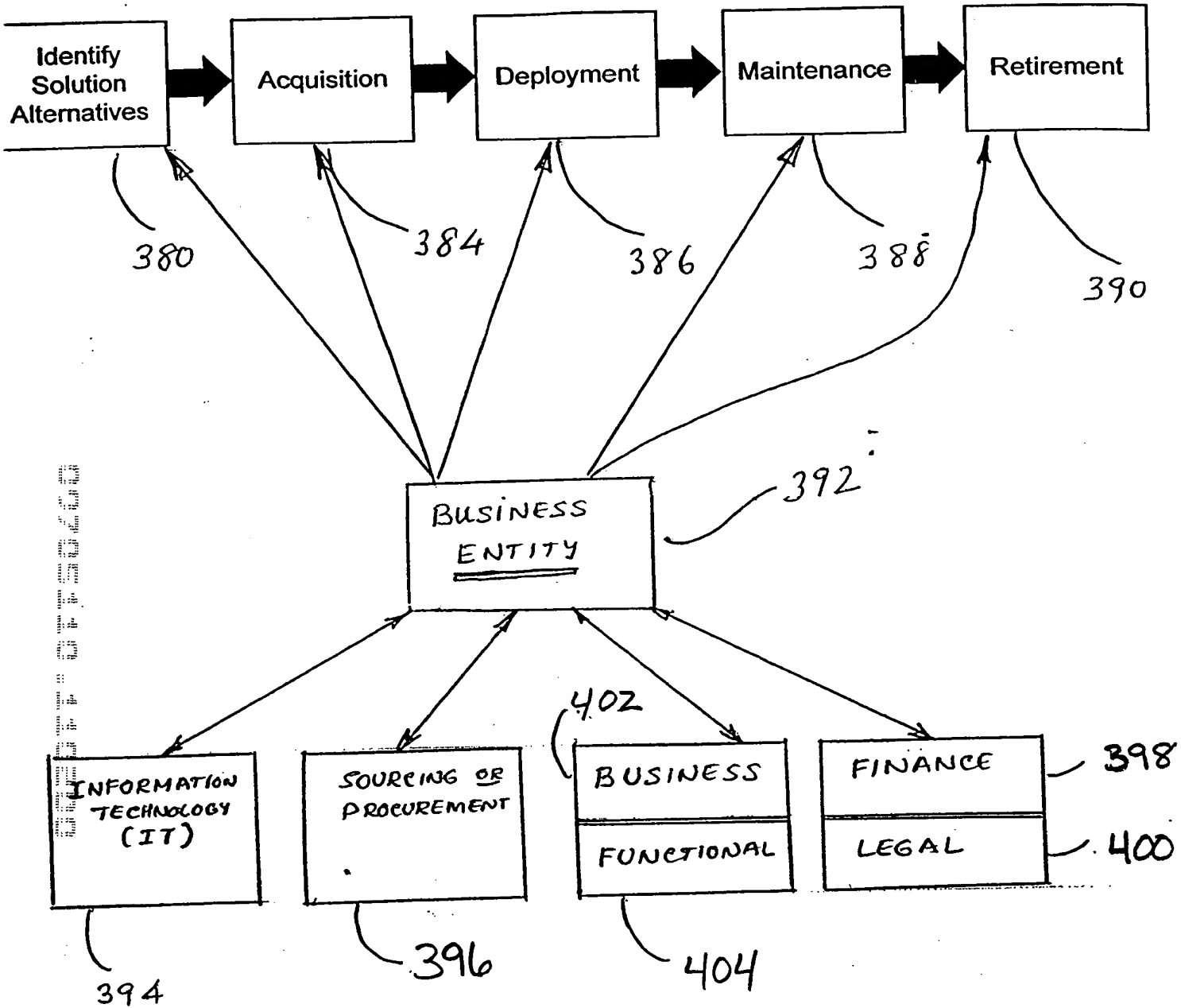


FIGURE - 8

Software Management Process

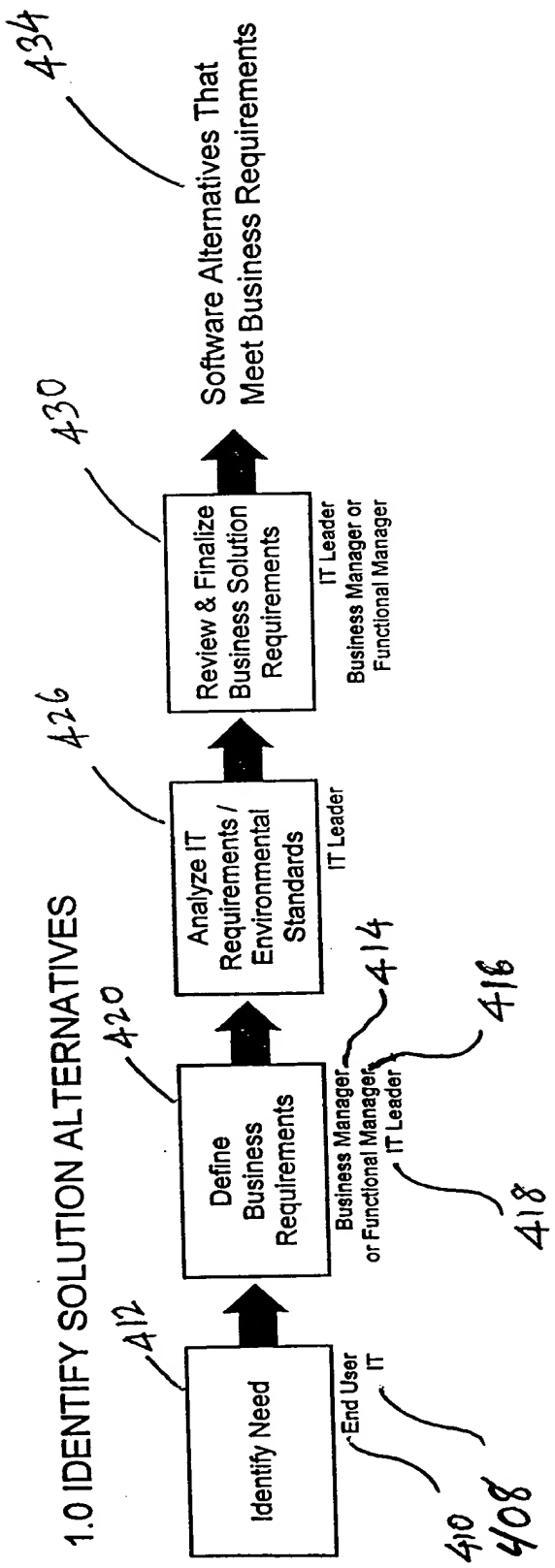
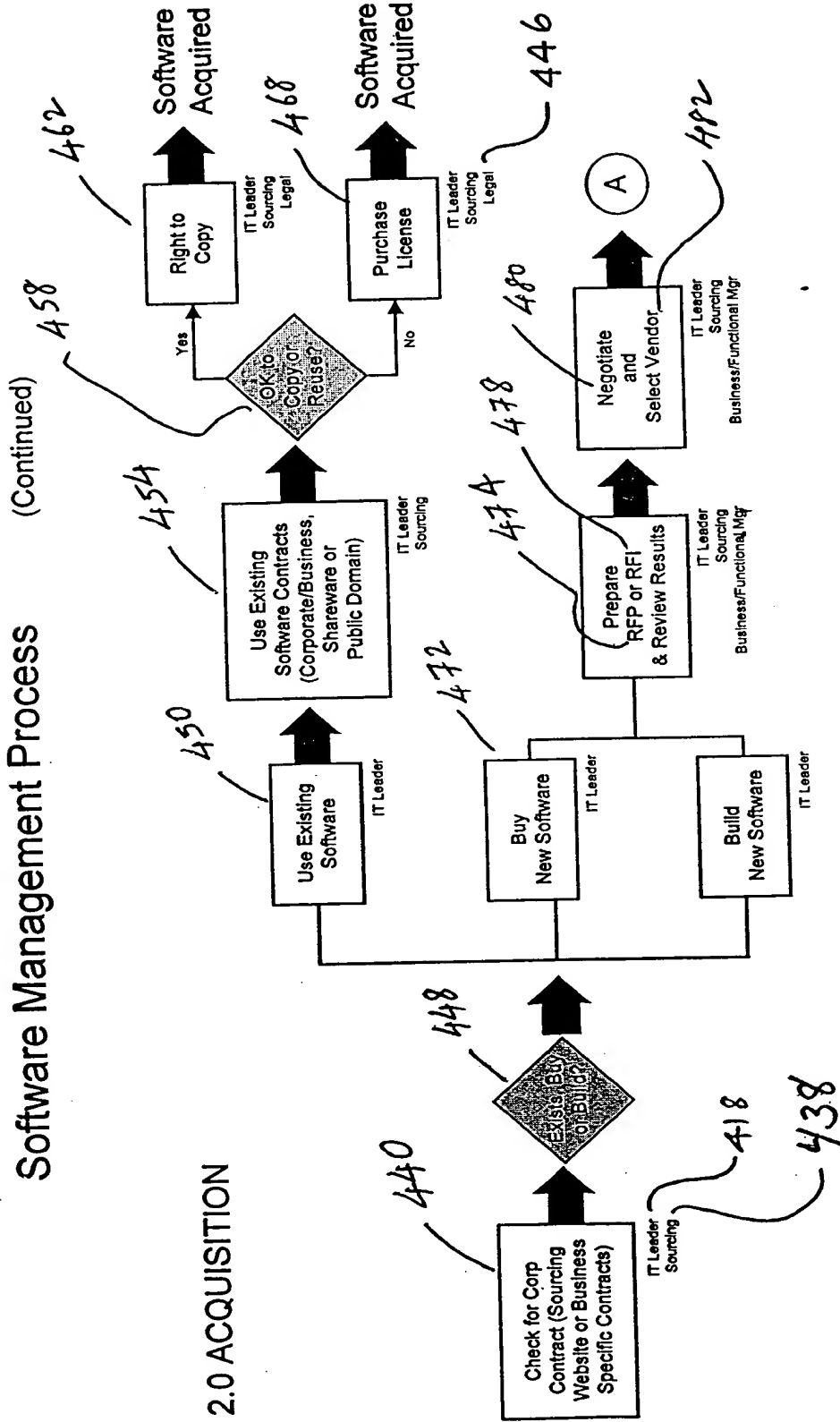
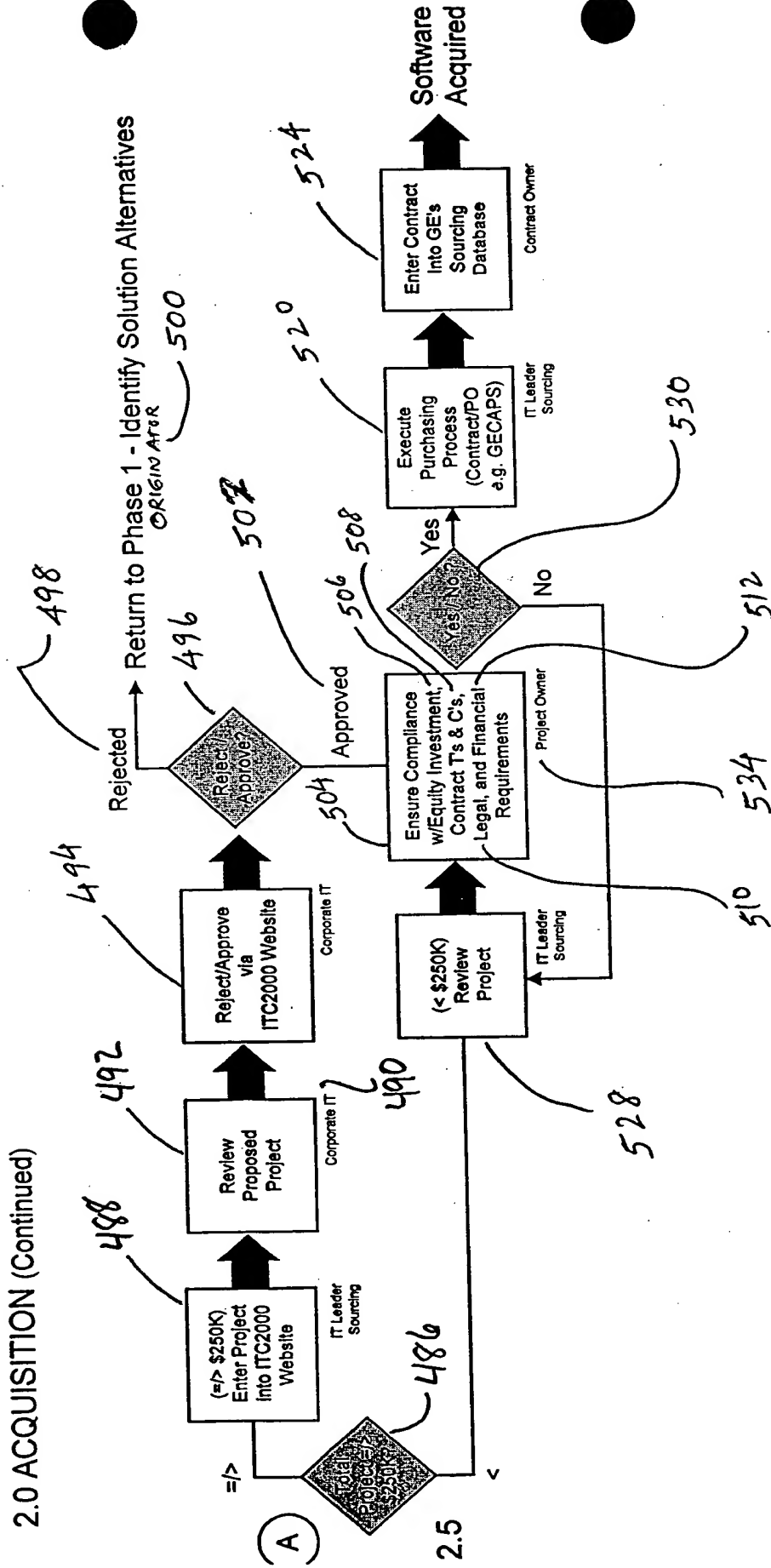


FIGURE - 9 ✓ 436

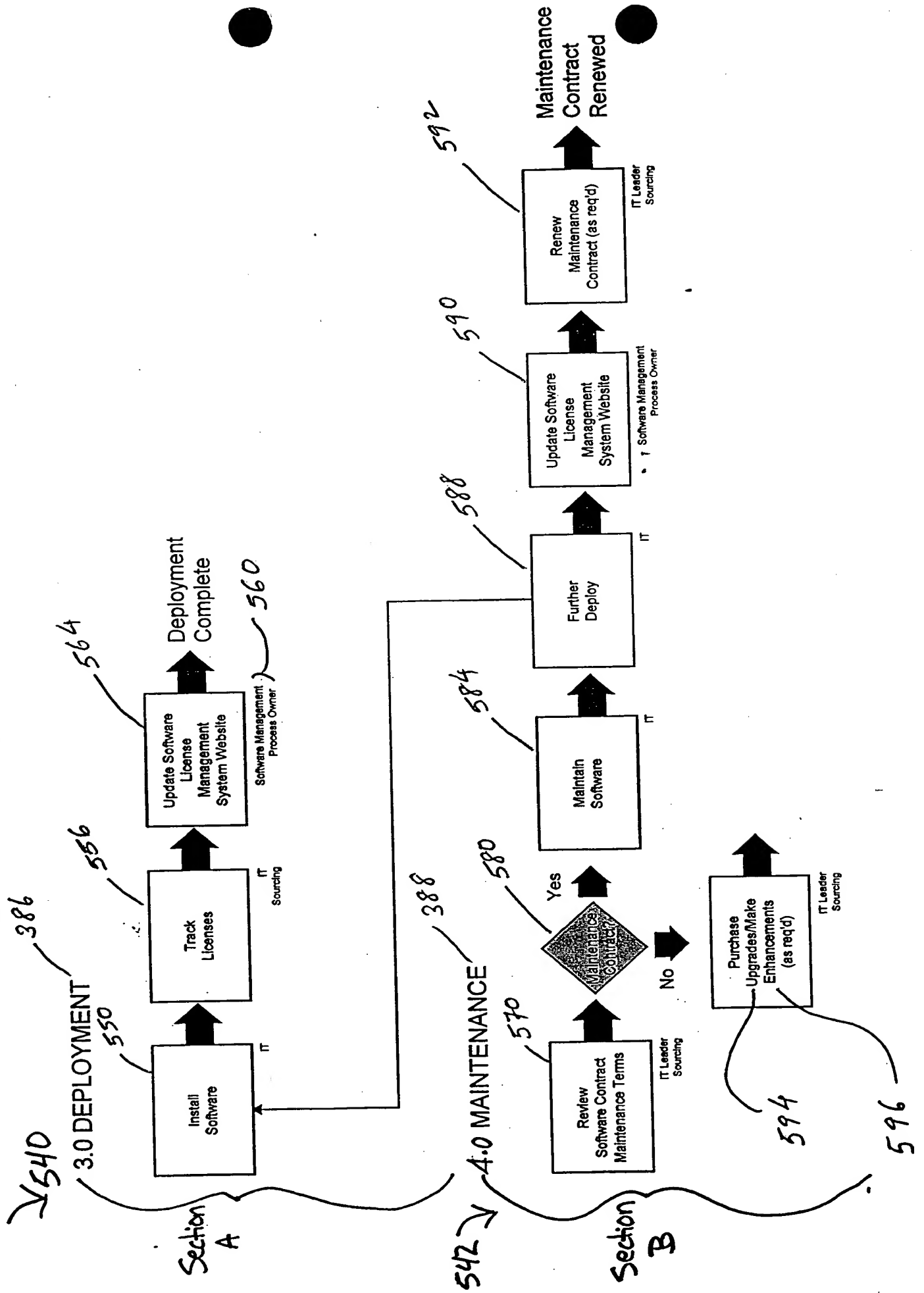


Software Management Process (Continued)

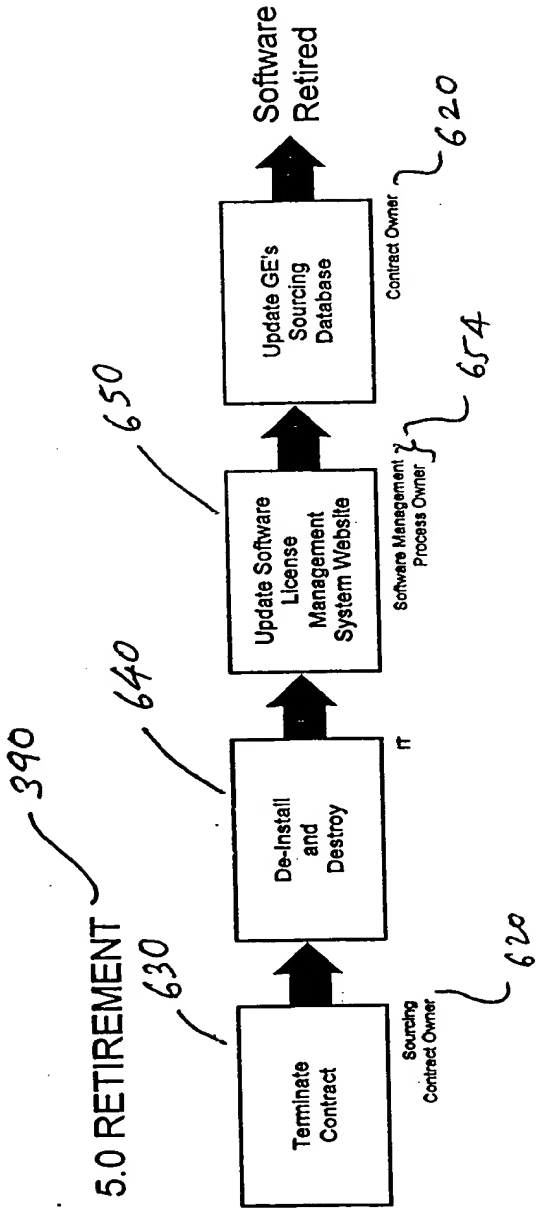
2.0 ACQUISITION (Continued)



Software Management Process 500 (Continued)



Software Management Process



Business Name - Location - Person Completing Assessment (Title)

	Self-Assessment (Y/N)	Independent Audit (Y/N)	Self-Assessment Comments	Audit Comments
Overall	712			
1 Does your organization have a local software management procedure? (In addition to the GECS Corporate procedure)	714			
2 Is it documented? If not, describe.	716			
3 Is there a person or group that manages software licensing in your organization?	720			
4 Is software compliance a documented part of the due diligence process for acquisitions?				
694 Identify Solution Alternative	724			
5 Does your budget process consider the total cost of ownership (i.e. initial purchase cost, maintenance, upgrades, training, support, possible future add-ons, etc.)?				
6 Does documented end user needs analysis exist?	728			
7 Is there a centralized, secure master list of approved software vendors?	730			
8 Is software selection centralized within the organization, with whom?	734			
9 Is there a process to leverage total buy (e.g., volume discounts, targeted purchases, etc.)?	738			
10 Is there a process for software selection that ensures competitive bidding and evaluation based on predetermined performance criteria?	740			
11 Is it documented? If not, describe.	744			
696 Acquisition	750			
12 Is complete software license documentation, including invoices and other proofs of purchase, maintained?				
13 Is this information organized and easily accessible?				
14 Are upgrade and technical support documents maintained in an easily referenced manner?				
15 Is there a structured approval process for software purchasing decisions? (i.e. Does someone in the IT organization other than the requestor approve software purchases?)				
698 End User Awareness	760			
16 Does new employee training include software management and software licensing compliance?				
17 Is there an annual employee training plan which incorporates software management and software licensing compliance?				
18 Do all employees sign an annual acknowledgement which includes software management and software licensing compliance?				
700 Deployment	764			
19 Are there guidelines detailing the authorization process for software distribution, installation and transmission?				
20 Is it documented? If not, describe.				
21 Do you have a centralized distribution / installation procedure for software that is not part of Coreload?				
22 Does your hardware installation procedure include updating the hardware inventory?				

FIGURE - 14

GE Capital Services - Software Management Business Self-Assessment

674 / 676 / 680

658 / 662 / 668 / 670

Self- Assessment (Y/N)	Independent Audit (Y/N)	Self- Assessment Comments	Audit Comments
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Business Name - Location - Person Completing Assessment (Title)

- 23 Does your hardware installation procedure include updating the software inventory?
- 24 Does your software installation procedure include updating the software inventory?

Monitoring & Evaluation

- 25 Is there a current inventory of all computing hardware (e.g., servers, laptops & desktops, computers not in use, and home computers) using company-purchased SW?
- 26 Is there a current inventory of all the software installed on the computers mentioned above?
- 27 Do you differentiate between critical and non-critical software in the software inventory?
- 28 Have you identified and documented alternatives for critical software?
- 29 Are reconciliations of installed software and licenses conducted?
- 30 Is there a periodic software compliance report, including metrics (i.e. license utilization rate), produced and reviewed with business senior management (i.e. CIO, General Counsel, CFO)?
- 31 Are automated tools used to monitor software compliance (e.g. restricting access after license threshold reached)?

Maintenance

- 32 Does your software upgrade procedure include updating the software inventory?
- 33 Does a procedure exist to change software license agreement names (i.e. user or legal entity name change)?

Retirement

- 34 Are there documented requirements for deletion / de-installation before hardware disposal?
- 35 Does your disposal procedure include updating the software licensing inventory?
- 36 Do you have a schedule of software license expirations dates?

Based On Your Answers To The Above Questions Your Software Management Sigma Value Is:	
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684

780

788

770

774

780

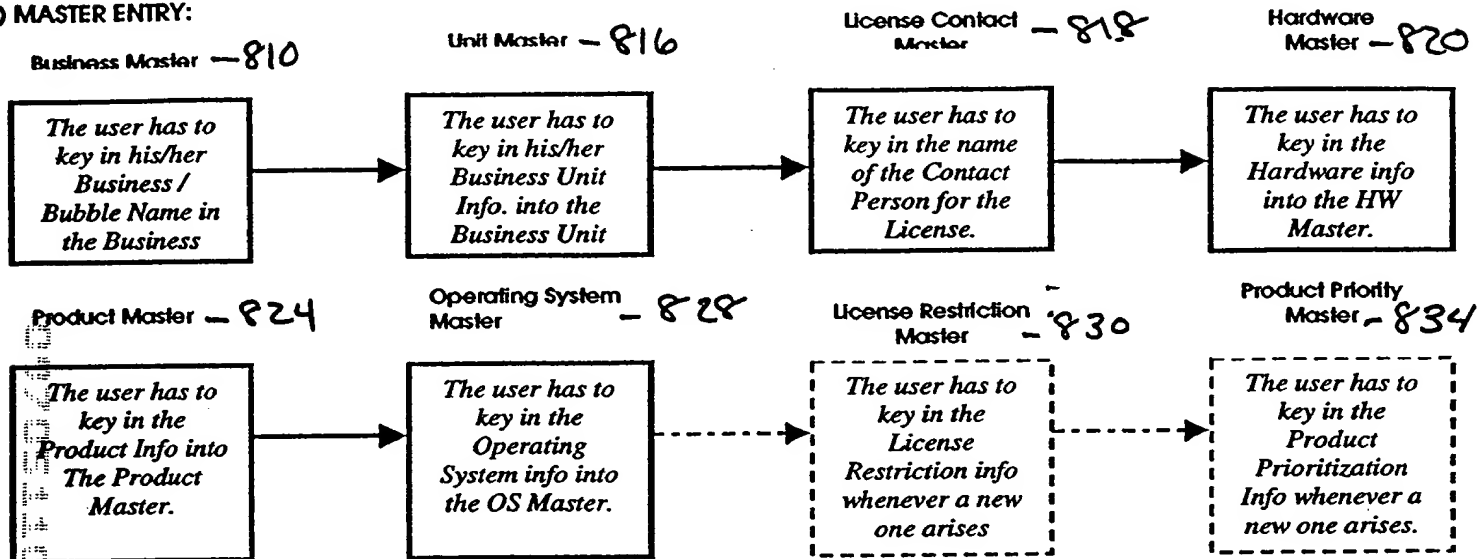
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FIGURE 15 SOFTWARE LICENSE MANGEMENT SYSTEM

SYSTEM FLOW DIAGRAM

Before entering the License Information, the user has to fill the following masters:

I) MASTER ENTRY:



II) TRANSACTION ENTRY:

Now the user can enter the general license information and the list of products that the license covers with license restriction information. The user also has to choose the priority ratings that applies to each of the products listed in the license.

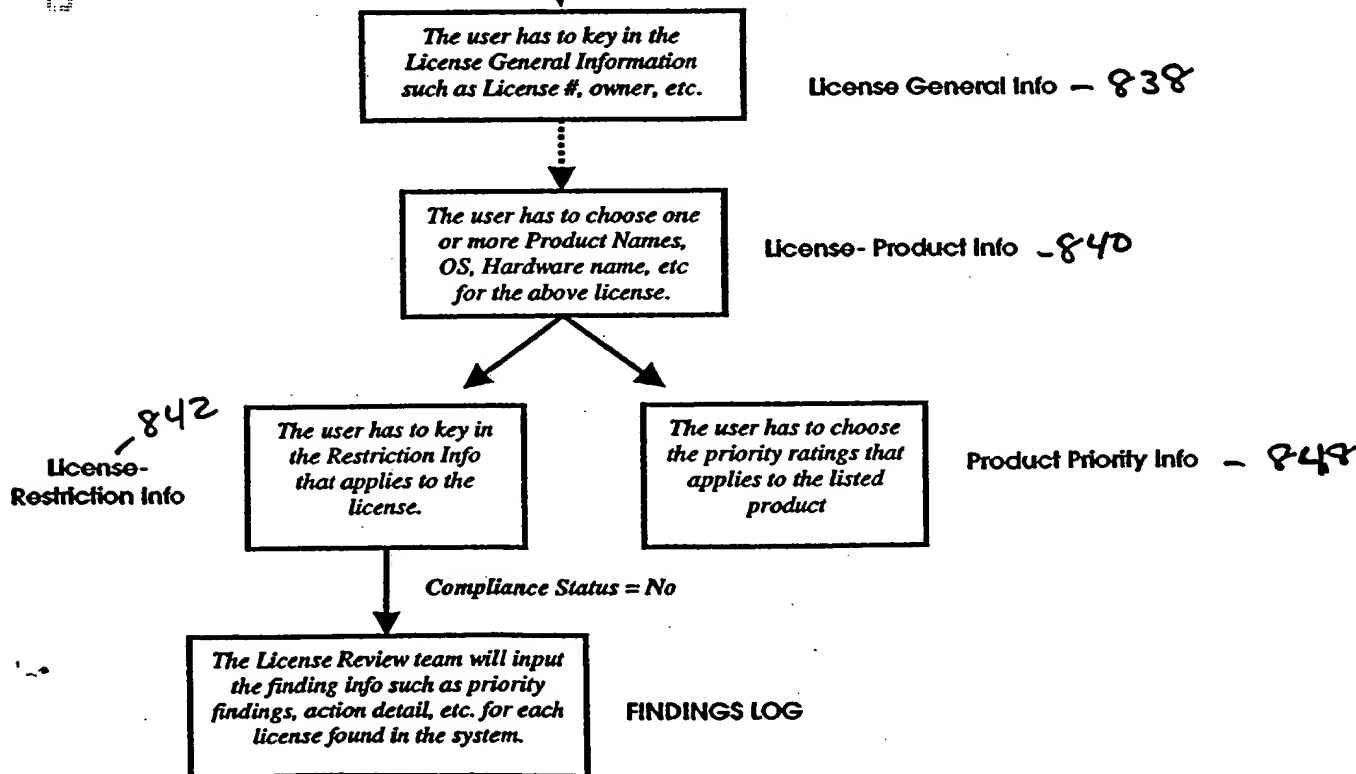


FIGURE 16

